



# PALMYRA BOARD OF EDUCATION

## PALMYRA, NJ 08065

Brian J. McBride, Ed.D.  
Superintendent of Schools

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William R. Blatchley  
Business Administrator/  
Board Secretary

*The Mission of the Palmyra Public School District is to work cooperatively with the available resources of home and community, including business and industry, to offer each child the educational opportunities that will enable him/her to function politically, economically, and socially in a democratic society and to fully facilitate their development within a safe and secure school environment.*

+Document Provided  
\*Added after meeting notice

### JANUARY 8, 2020 AGENDA

1 Call to Order

The Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend meetings of the public bodies, at which time any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Palmyra Board of Education has caused notice of this meeting to be published by having the date, time, place and purpose thereof posted at Palmyra Borough Hall, the high school library bulletin board, and board offices; mailed to the Palmyra Borough Clerk, Burlington County Times, and the Courier Post, on **January 3, 2020**.

2 Moment of Silent Meditation

3 Salute to the Flag

4 Roll Call

5 Presentations

- 5.01 Students of the Month
- 5.02 Audit Presentation: Tom Dark of Nightlinger, Colavita & Volpa, PA
- 5.03 Teachers and Educational Services Professionals of the Year

6 Closed Session

WHEREAS, N.J.S.A. 10:4-6, et. Seq. (Open Public Meetings Act) provides that the Palmyra Board of Education may exclude the public from that portion of the meeting at which the Board of Education discusses certain matters as set forth in N.J.S.A. 10:4-12; and

WHEREAS, the Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

WHEREAS, the regular meeting of the Board of Education will reconvene following the end of the closed session, in approximately **20 MINUTES** this evening

NOW, THEREFORE, BE IT RESOLVED that the Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- \_\_\_\_\_ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public
- \_\_\_\_\_ Any matter in which the release of information would impair a right to receive funds from the federal government
- \_\_\_\_\_ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy
- X   Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public
- \_\_\_\_\_ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed
- \_\_\_\_\_ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection
- \_\_\_\_\_ Any investigations of violations or possible violations of the law
- \_\_\_\_\_ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer
- \_\_\_\_\_ Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public
- \_\_\_\_\_ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility

BE IT FURTHER RESOLVED that the afore stated meeting shall be closed to the public for the reasons set forth above, in accordance with the OPEN PUBLIC MEETINGS ACT and that the discussion in closed session will be disclosed to the public at such time as it is no longer necessary to maintain the confidential nature of the items discussed.

**Voice Vote by Full Board**

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

Return from Closed Session

**Voice Vote by Full Board**

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

7 Board Member Appointments

7.01 Board Liaison to the Palmyra Borough Council

8 Reports

- 8.01 Superintendent
- 8.02 Board Committees
  - 8.02a Policy & Curriculum
  - 8.02b Finance & Physical Plant
  - 8.02c Human Resources & Negotiation
  - 8.02d Strategic Planning
- 8.03 Sending District Reports

- 8.03a Beverly
- 8.03b Riverton
- 8.04 Student Representative
- 8.05 PTA
- 8.06 PHSFEE
- 8.07 Borough Liaison

9 Correspondence

- Letter: Riverton BOE Representative appointment

10 Public Forum for Agenda Items

The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting; however, the Board will give all comments appropriate consideration and will refer all initial requests and comments pertaining to the operation of the School District to the Superintendent.

11 Consent Agenda Approval

11.01 BE IT RESOLVED that the following reports are hereby accepted and approved

- 11.01a +Enrollment Report – December 2019
- 11.01b +Health Report – December 2019
- 11.01c +HIB/SSDS Report – December 2019
- 11.01d +Volunteers - none
- 11.01e +Fire & Safety Drills – December 2019
- 11.01f +Bill List – through January 7, 2020
- 11.01g +Board Secretary Report and the Treasurer Report for November 2019 which have been found to be in agreement
- 11.01h +Transfer Report – November 2019
- 11.01i +Minutes
  - Regular Meeting on December 11, 2019
- 11.01j +Student Placements
  - Homebound Instruction for student #8740281455 from 12/12/2019 to 12/19/2019
  - Out-of-District placements: see +Appendix A
- 11.01k Travel and Professional Development - none

**Roll Call Vote Full Board**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

12 Old Business

13 Policy and Curriculum

13.01 BE IT RESOLVED that the following Policy and Curriculum actions are hereby approved as recommended by the Superintendent

- 13.01a District Policies and Regulations: 3000 Series, see +Policy Appendix
- 13.01b Curriculum - none
- 13.01c Trips, Student Activities and Fundraisers: - none

13.02 BE IT RESOLVED that the following 2020 Board Goals are hereby approved as presented

- Goal 1 Start on a path for the board to select a direction for the district to continue maximizing student achievement
  - Establish a standardized set of data to assess progress
  - Establish a long term goal to demonstrate student achievement

- Embark on plan to achieve long term goal
- Goal 2 Continue development of Board of Education
  - Complete 5 hours of board training by May 2020 to achieve NJSBA Master Board Certification
  - Increase Board communication with community and borough
  - Increase Board Member to Board Member communication and small group discussion
- Goal 3 Develop and approve the next 5 year Strategic Plan (2021-2026) by October of 2020 Board Meeting
  - Establish an Ad Hoc committee to review current Strategic Plan and manage the process
  - Conduct board assessment of current Strategic Plan
  - Conduct Board retreat
  - Conduct community meetings

14 Business, Finance and Operations

14.01 CERTIFICATION

Pursuant to NJAC 6:20-2.13(e), we certify that as of November 30, 2019, after review of the secretary's monthly financial report (appropriations section), and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of NJAC 6A:23-A-16.10(c) 3 & 4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

14.02 BE IT RESOLVED that the following business, financial and operational actions are hereby approved as recommended by the Superintendent:

- 14.02a That the Palmyra School District enter into a transportation jointure with the Camden County Educational Services Commission to transport one (1) student to Brookfield Academy from 12/16/2019 through 06/16/2020 at a cost of \$17,871.00.
- 14.02b Approve the revised, IRS pre-approved, Non-ERISA 403(b) plan agreement pursuant to documents on file in the Business Office.
- 14.02c Accept the Toshiba Grant in the amount of \$996.10 for a Watershed Study to be conducted by students at Charles Street School.
- 14.02d Approve tuition reimbursement for Diane Torres at a cost per credit of \$381.00 pursuant to the documents on file in the Business Office.

15 Personnel

15.01 BE IT RESOLVED that the following personnel actions are hereby approved as recommended by the Superintendent

- 15.01a Appointments
  - Jeremy Nevitt, HS/MS S.T.E.A.M. Club Advisor, \$1500.00, for 2019-2020
- 15.01b Resignations - none
- 15.01c Salary Adjustments - none
- 15.01d Assignments/Transfers - none
- 15.01e Leave of Absence - none
- 15.01f Substitutes - none

**Roll Call Vote Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

16 Policy and Curriculum – PK-8

16.01 BE IT RESOLVED that the following Policy and Curriculum actions affecting grades PK-8 only are hereby approved as recommended by the Superintendent

16.01a District Policies and Regulations - none

16.01b Curriculum - none

16.01c Trips, Student Activities and Fundraisers: - none

17 Personnel – PK-8

17.01 BE IT RESOLVED that the following personnel actions affecting grades PK-8 only are hereby approved as recommended by the Superintendent

17.01a Appointments - none

17.01b Resignations - none

17.01c Salary Adjustments - none

17.01d Assignments/Transfers - none

17.01e Leave of Absence

- Unpaid LOA for employee # 31343031 from 2/6/2020 through 2/7/2020.
- Unpaid LOA for employee # 67648428 from 2/13/2020 through 2/14/2020.

17.01f Tuition Reimbursement

- Catherine Blatchley, EDSU28522 Instructional Leadership, Rowan University 1/7/2020 to 3/2/2020 as per Collective Bargaining Agreement

**Roll Call Vote Palmyra Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

18 Public Forum for Additional Topics

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18.01 Recognition of members of the Public

18.02 Recognition of members of the Board

19 Board of Education Workshop on Ethics to be conducted by Jesse Adams, NJSBA.

20 Adjournment

**Voice Vote by Full Board**

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

Time: \_\_\_\_\_